



WHAT MUST I DO TO PREPARE FOR AN INSPECTION?

Before the building inspector arrives, be sure that the work to be inspected is completed in compliance with your plans and any relevant code requirements, that your inspection card and plans approved and stamped by the county are at the job site, and that the necessary access for inspection (including a ladder if needed) is provided. If the building is occupied, make sure someone is at home to let the inspector in. If any tests are required, make sure it is ready so that the inspector can observe the outcome (e.g., for a gas piping test the inspector would need to observe a pressure gauge showing the pressure holding steady after the gas lines were pressurized),



WHAT HAPPENS AFTER EACH INSPECTION?

The inspector will sign the appropriate space on your inspection card if your project passes the inspection. If it doesn't, the inspector will leave you a correction notice describing any changes that must be made before you can schedule a re-inspection.



HOW DO I KEEP MY PERMIT ACTIVE?

To keep your construction permit from expiring, you must:

- ✕ Begin work within 360 days from the day it is issued.
- ✕ Schedule inspections no more than 180 days apart, once construction begins. If you are not ready for a regular inspection, you may schedule a "progress" inspection.
- ✕ Complete a substantial amount of work during each 180-day period.

If necessary, you can request one 180-day extension of your start date and one 180-day extension during construction (called a **work interruption**). Such requests must be made in writing and include an explanation of why the extension is necessary. Call your building inspector if you are not sure how to determine a "start date" or what constitutes "substantial work."



CAN I CHANGE MY PLANS?

It is not uncommon for plans to be changed during construction. Although minor changes may be made in the field if approved by the inspector, most changes must be approved by the Plans Examiner. To avoid unnecessary delays, contact the Plans Examiner as soon as you decide to make any change to your approved plans. Depending on the changes, you may be asked to submit a change detail or plan revision, or you may need a remodel permit. Unless a new permit is required, most plan changes take three to five days to review and approve.



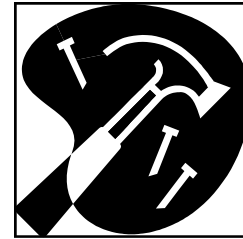
HOW DO I RECEIVE FINAL APPROVAL ?

Before your project receives final approval, you must schedule and pass the final inspection **and** complete any special requirements (holds) listed on your permit. Before your inspector can give your permit a final sign-off, you must provide proof that you have all holds have been completed.

Before you begin using the new structure or the newly remodeled portion of an existing structure, you need written approval. In the case of a garage, residence, or most minor projects, your signed-off inspection card is that written approval. For a commercial building, you will also need a "Certificate of Occupancy," which will be issued to you after your permit has final approval.

In some cases, you may request approval for "Temporary Occupancy" after the final inspection but prior to final approval. Ask your building inspector for more information about this option. All work related to health and safety must be complete and you must have the approval of any other agencies involved, such as the fire department, in order to be granted temporary occupancy.

A User's Guide To: Building Inspection



San Luis Obispo County
Department of Planning and Building
County Government Center
San Luis Obispo, CA 93408
(805) 781-5600



INTRODUCTION

This is your guide to building inspection. It is designed to help answer your questions, including:

- ✓ **What are the goals of building inspections?**
- ✓ **How do I schedule an inspection?**
- ✓ **When do I need inspections?**
- ✓ **What must I do to prepare for an inspection?**
- ✓ **What happens after each inspection?**
- ✓ **How do I keep my permit active?**
- ✓ **Can I change my plans?**
- ✓ **How do I receive final approval?**

WHAT ARE THE GOALS OF BUILDING INSPECTIONS?

Building codes and other construction regulations are standards that have been adopted to protect public health and safety. We inspect building projects during construction to ensure that each project meets those standards. Our goal is to perform thorough inspections, yet have minimal impact on your project. We try to:

- ✕ Identify potential problems before they occur so you can avoid them and save time and money.
- ✕ Help you solve any problems you encounter as quickly as possible. Between regular inspections, you can schedule a **consultation inspection** if you have a problem that you can't resolve by phone.
- ✕ Whenever possible, when building code violations are identified, allow you to proceed with construction while you are correcting the violations.

To avoid delays or costly mistakes, notify your inspector as soon as you have a code question, an unusual situation or any other construction problem that may need special attention or handling. If you are not sure how to proceed at any point during construction, contact an inspector **before** you continue working.

COUNTY BUILDING INSPECTORS

South County	Gordie Owen 781-5726	Ron Moret 781-1537
South County	Rob Davidson 781-4318	Todd Adams 781-5476
South County	David Rose 781-4674	
North County	Nick Routh 461-6175	Fred Yett 461-6138
North County	Jeff Zukowski 461-6118	Jeff Jasiorkowski 461-6199
Cambria/ North County	Todd Youngdale 781-6197	
Supervisor	Bob Rudio N.C. 461-6200	Matt Varvel S.C. 781-1536
Assistant B.O.	Jim Casper 781-5629	



HOW DO I SCHEDULE AN INSPECTION?

To schedule an inspection, call our automated scheduling system at 788-2076 any time before midnight for an inspection on the following workday. You must have your permit number and the inspection code for the type of inspection you want. You can find the inspection code on the list given to you when your permit was issued. To find out the approximate time of your inspection, you may call your building inspector between 7:30 and 8:30 a.m. the day it is scheduled. When possible, your inspector will try to accommodate your request for a morning or afternoon inspection. If the road or driveway to your building site is gated, be sure to leave the gate unlocked the day an inspection is scheduled.



WHEN DO I NEED INSPECTIONS?

When your permit is issued, you will receive an inspection card. The card will list the required inspections and the work that should be done before each one. It also describes specific tests, such as pressure tests on gas or water lines, that may be required before certain inspections.

Listed below are the most common inspections. However, because construction projects vary, it is best to consult your building inspector at the first site visit to clarify which inspections are required for your project.

FOR SLAB CONSTRUCTION

- ① Under-slab mechanical & plumbing - before trenches are backfilled.
- ② Footing and slab - after all forming is complete, reinforcing materials are placed and before any concrete is poured.
- ③ Roof nailing - before any roofing material is applied. If shear walls are required, shear nailing and framing hardware must also be inspected.
- ④ Rough framing - after all framing, rough electrical, plumbing, and mechanical are completed, and windows are installed.
- ⑤ Exterior lath - includes inspection of stucco lath or nailing of siding.
- ⑥ Insulation - All insulation as required by the California Energy Standards.
- ⑦ Drywall - With nails (or screws) installed and before taping.
- ⑧ Final - after all construction, access, and fire safety requirements are complete, and when all conditions of approval are met.

FOR RAISED FLOOR CONSTRUCTION

- ① Footing and stem wall - after all forming is completed, reinforcing materials are placed, and before any concrete is poured.
- ② Sub-floor - inspection of joist and sill, and under floor mechanical and plumbing, before floor sheathing is applied.
- ③ through ⑧ - Same as for slab construction.

FOR SEWAGE DISPOSAL SYSTEMS

If a private sewage disposal system is installed, it can be inspected anytime during construction. However, the septic tank and disposal field must be inspected **before they are covered** (backfilled). For questions please contact Barry Tolle 781-5628